



**U. S. COAST GUARD  
OFFICE OF MILITARY PERSONNEL  
(CG-1332)**

**CG-1332 ADVISORY #003**

**2014-06-19**

**SUBJECT: SHORT DISTANCE MOVE (U5346)**

**TO: ALL SERVICES PPPOs, CPPSOs, AND JPPSOs**

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**Purpose.** To clarify that Commandant CG-1332 is the sole authority for the approval of short distance HHG moves for Coast Guard members under PCS orders.

**Background.** JFTR U5346-B authorizes a short distance HHG move for a reassignment between activities at the same PDS and U5346-C PCS between a PDS located in proximity if the Secretarial Process (for DOD not more junior than the gaining activity/ship commander (0-5) or above or civilian equivalent employee) certifies that the member's relocation is,

- a. Mission essential,
- b. In the government's best interest, and
- c. Not primarily for the members convenience.

**Policy.** Coast Guard members must have written approval for a short distance move from CG-1332 in addition to PCS orders when requesting a short distance HHG move under U5346-B and U5346-C. This includes members assigned to unusually arduous sea duty under U5392-C1c. This policy also applies to Coast Guard members that PCS between a PDS not in proximity to each other (U5346-D) if the member could commute daily from the home to either PDS. Using only DTOD a reasonable commuting distance is 50 miles or less or within a two hour round trip from home to the PDS. Consult the attached chart for guidance. **This does not apply to retirement/separation from service or short distance moves utilizing local housing office funds.**

The request should be in the form of an email to YNC Sheila Schuler, [sheila.m.schuler@uscg.mil](mailto:sheila.m.schuler@uscg.mil) and Charles Fishburn, [charles.a.fishburn@uscg.mil](mailto:charles.a.fishburn@uscg.mil) and must include current residence address and zip code, new residence address and zip code (if available) and copy of PCS orders. Due to limitations with the Coast Guard's PCS assignment operating system there may be times when a PCS order is issued with funding but the member is not authorized a HHG move or entitled to PCS allowances.

**Effective Date.** This advisory is effective immediately and will continue in effect until revised, superseded, or canceled.

POC is Tony Pearson, [anthony.h.pearson@uscg.mil](mailto:anthony.h.pearson@uscg.mil) or CWO Randy Jeffery, [james.r.jeffery@uscg.mil](mailto:james.r.jeffery@uscg.mil).

**ATTACHEMENT**

## Determining the PDS Local Area and the Entitlement to PCS Allowances

